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STATE DOCUMENTS COLLECTION

BRIEFS FROM THE WOMEN'S BUREAU

SHELVED WITH PERIODICALS

FEB 2

MONTANA STATE LIBRARY
930 E Lyndale Ave.
Helena, Montana 59601

WOMEN IN SCIENCE AND TECHNOLOGY

The Montana Women's Bureau has a limited supply of copies of Women in Science and Technology: Careers for Today and Tomorrow. This booklet explores some of the growing career opportunities for women in science and technology. Our address is Power Block South Annex, Room 2, Helena, Montana 59601. When our supply is gone, you may purchase copies for $1.50 from ACT Publications, P.O. Box 168, Iowa City, Iowa 52240.

LABOR SECRETARY RE-ESTABLISHES ADVISORY COMMITTEE ON WOMEN

The Secretary of Labor's Advisory Committee on Women has been re-established to advise him on ways the Department of Labor can help working women across the country improve their opportunities for employment. The Committee will focus on Federally-supported training programs, provide better achievement opportunities for minority women, and expand women's opportunities in non-traditional occupations and apprenticeships. Carmen Maymi, Federal Women's Bureau Director will serve as Executive Chairperson. The twenty members will include a cross-section of representatives of all races and ethnic groups of many areas and segments of socity.

NSF ANNOUNCES APPLICATIONS OPEN FOR THREE FELLOWSHIP PROGRAMS

Application materials are now available for approximately 500 Graduate Fellowships, 100 National Needs Postdoctoral Fellowships, and 40 NATO Postdoctoral Fellowships, according to the National Science Foundation. Deadline for Graduate Fellowships is December 1, and the National Needs Fellowships, December 6. Information is available for both programs from Fellowship Office, National Research Council, 2101 Constitution Avenue, N.W. Washington, D.C. 20418. Deadline for the NATO Fellowships is November 29, and applications are available from NATO Fellowships Program, Division of Science Manpower Improvement, National Science Foundation, Washinton, D.C. 20550.

UNITED NATIONS RECRUITS WOMEN

Qualified women are being sought by the United Nations to work in technical assistance programs in developing countries. The jobs, open to women with technical skill and experience, play a vital role in the U. N.'s efforts to help countries improve economic and social conditions. For further information, write: The Technical Assistance Recruitment Service, United Nations, New York, New York 10017.

BOARDS, COUNCILS AND COMMISSIONS

January 3, 1977, is the expiration date for certain terms on the Governor's Boards, Councils and Commissions. Contact the Governor's Office for those boards, councils and commissions that have openings, and for qualifications necessary for appointment. Included in the "Briefs" is a Women's Talent Directory Form that you may zerox and hand out to qualified and interested women. You may send the forms back to the Women's Bureau or to the talent coordinator in your area. The following women are talent coordinators: Mary Beth Linder, 918 North Benton, Helena, Montana 59601; Nancy Pope, 29 Faculty Court, Bozeman, Montana 59715; Shelly Immel, 616½ West Central, Missoula, Montana 59801; Ardis Merry, 2712 Fifth Avenue South, Great Falls, Montana 59401; Teresa Boschert, 317 Clark, Billings, Montana 59101; Grace Sicotte, YMCA, 405 West Park, Butte, Montana 59701. We hope you will seek out women for appointment to these groups.

WORKING WOMEN'S GUIDE TO HER JOB RIGHTS

Revised in 1975, this guide provides women with all they need to know about the federal laws which protect their job rights. Included are sections on getting the job, maternity leave, insurance, retirement and sources of assistance. This is a good reference tool for both employers and employees. The price is 65¢, and you may order from: U.S. Department of Labor, Women's Bureau, Leaflet 55, Washington, D.C. 20210.

LOBBYING WORKSHOP

On Sunday, December 5, 1977, from 1:00 p.m. to 5:00 p.m. at the Public Library in Helena, there will be a workshop sponsored by the Helena Women's Political Caucus on lobbying. The workshop, which will feature legislators and lobbyists, will discuss ways in thich individuals can make their views known and clear to their legislators. The public is invited.

FACT FINDERS STILL NEEDED

Last February in the "Briefs", we mentioned that Robert Jensen, the Executive Secretary of the State of Montana Board of Personnel Appeals, informed us that "the collective bargaining statute for public employees requires that the Board of Personnel Appeals provide lists of fact-finders and arbitrators when disputes arise between public employers and public employee organizations." The only requirement is that they be "qualified disinterested persons."

Fact-finders are paid $100.00 per day plus expenses. Arbitrators, to be effective need to be fair, decisive and neutral. Fact-finders and arbitrators are needed in areas all over Montana. Mr. Jensen has expressed a desire that he would like to hire women who are interested. Please contact: Mr. Robert Jensen, Executive Secretary, Board of Personnel Appeals, 1417 Helena Avenue, Helena, Montana 59601, or call 449-2890.

RESOURCES ON THE MATURE WOMAN COMING INTO PRIME

The Emerging Role of Mature Women, a selected bibliography listing mostly free and inexpensive materials, has filled an apparent void in available bibliographic information on the older women, The 20-page booklet contains basic background data on employment and continuing education. Single copies cost $2.00, five or more cost $1.50 each prepaid from the Federation Employment and Guidance Service, 215 Park Avenue South, New York, New York 10003.

WHY WOMEN WORK

Why were more than half of all women ages 18 to 64 in the labor force in 1974? One reason may be that economists estimate it cost between $70,000 and $100,000 to raise a child for the first 18 years of her or his life. The Women's Bureau of the United States Department of Labor reports that the labor force participation rate of mothers with children under 18 was slightly higher than the rate for all women.

FOREST SERVICE OFFERS TEMPORARY EMPLOYMENT

The Forest Service is presently recruiting women for temporary employment in the Kootenai National Forest for the 1977 field season. To apply for a job in Region One which covers Montana and Northern Idaho, your application must be submitted between January 1 and February 15. Application forms will be available to all Forest Service offices by December 1. To obtain applications and information concerning the positions, contact the U.S. Forest Service, Federal Building, Missoula, Montana 59801. If one wishes to apply for positions such as Forest Worker or Forest Power Tool Operator, a Form SF-171, Personal Qualifications Statement must be completed and mailed directly to the National Forest headquaters where you wish to be considered. A list of the National Forest addresses is attached.

POSITION OPENINGS

SUPERINTENDENT OF PUBLIC INSTRUCTION

Planning and Evaluation Consultant. Application forms are available from the Personnel Office, Superintnedent of Public Instruction, State Capitol, Helena, 59601. Completed applications must be received by the Personnel Office no later than December 31, 1976.

DEPARTMENT OF MILITARY AFFIARS

Civil Defense Officer I. A Merit System Position. All applications must be filed with: Merit System Council, Room 612, Power Block, Helena, 59601. The position is located in Missoula. Application deadline is November 30, 1976.

PORTLAND STATE UNIVERSITY

Affirmative Action Officer. Applications are to include a current professional resume and the names of three professional references. Submit applications and nominations or address questions to: Mary K. Kinnick, Portland State University, P.O. Box 751, Portland, Oregon, 97207. Deadline for submission of applications and nominations is January 1, 1977.

SUPERINTENDENT OF PUBLIC INSTRUCTION

Administrative Accountant. Application forms are available from the Personnel Office, Superintendent of Public Instruction, State Capitol, Helena, Montana 59601. Telephone inquiries or letters of interest must be received by November 29 and completed applications must be received by the Personnel Office no later than December 6, 1976.

MONTANA WOMEN'S

BUREAU

Beaverhead National Forest
P.O. Box 1258
Dillon, MT 59725

Bitterroot National Forest
316 North 3rd St.
Hamilton, MT 59840

Clearwater National Forest
Route 3, Ahsahka Road
Orofino, ID 83544

Custer National Forest
P.O. Box 2556
Billings, MT 59103

Deerlodge National Forest
P.O. Box 400, Federal Building
Butte, MT 59701

Flathead National Forest
290 North Main
Kalispell, MT 59901

Gallatin National Forest
P.O. Box 130, Federal Building
Bozeman, MT 59715

Helena National Forest
616 Helena Avenue, Room 205
Helena, MT 59601

Idaho Panhandle National Forest
P.O. Box 310
Coeur d'Alene, ID 83814

Kootenai National Forest
P.O. Box AS
Libby, MT 59923

Lewis & Clark National Forest
Box 871
Great Falls, MT 59403

Lolo National Forest
Building 24, Fort Missoula
Missoula, MT 59801

Nezperce National Forest
319 East Main
Grangeville, ID 83530

DATE _____

MONTANA WOMEN'S TALENT DIRECTORY

NAME _____ PHONE (h) _____ (o) _____

ADDRESS _____

DATE OF BIRTH _____ PRESENT OCCUPATION _____

PROFESSION OR VOCATION _____ U.S. CONG. DIST. _____

MINORITY: AM INDIAN __ AM HISPANIC __ BLACK __ ASIAN __ OTHER (Specify) _____

ORGANIZATIONS, AFFILIATIONS, AND OFFICES HELD _____

_____

_____

ELECTIVE PUBLIC OFFICES HELD IN THE LAST 5 YEARS _____

_____

WHAT TYPE OF STATE AND LOCAL ADVISORY BOARDS, COUNCILS, OR COMMISSIONS ARE YOU INTERESTED IN? (A list is available from local coordinators or the Women's Bureau.)

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_____

_____ POLITICAL PARTY (Necessary ONLY for those boards that require it by statute)

BACKGROUND AND EXPERIENCE: (Related education, work, or community service)

_____

_____

_____

TWO REFERENCES _____

_____

ADDITIONAL COMMENTS, INFORMATION, OR AREAS OF INTEREST (use back if necessary)

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Please mail to your local coordinator or to the Women's Bureau, Power Block, South Annex, Room 2, Helena, MT 59601. A copy of this form will be on file with your local coordinator, the Women's Bureau, and the Governor's Office. Statements on this form are optional and will be PUBLIC INFORMATION.